SC DEPARTMENT OF CORRECTIONS -JOB POSTING NOTICE (EOE)-

OPENING DATE: 05/05/15 CLOSING DATE: 05/15/15 (4:30 PM)

SCDC INTERNAL TITLE: CAPTAIN II SCDC POSITION #: 011575

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: B2 WORK TIME: 0700 PM - 0700 AM LOCATION: WALDEN CORRECTIONAL INSTITUTION, COLUMBIA (RICHLAND) LEVEL 1

STATE JOB TITLE: CORRECTIONAL OFFICER IV STATE JOB CLASS: JD50

BAND: 06 SALARY RANGE \$ 038703 - \$ 071608 SPECIAL INCENTIVE: NO

LEVEL: A SALARY RANGE \$ 038703 - \$ 061294 SCEIS POSITION #: 61016559

STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN CORRECTIONAL, SECURITY OR POLICE WORK.

AGENCY PREFERRED QUALIFICATIONS:

HIGH SCHOOL DIPLOMA AND FOUR (4) YEARS OF CORRECTIONAL, SECURITY ORT POLICE WORK, TO INCLUDE ONE (1) YEAR OF CORRECTIONAL SUPERVISORY EXPERIENCE.

DESCRIPTION OF DUTIES:

SCHEDULES, DIRECTS, AND MANAGES EMPLOYMENT AND DUTY ACTIVITIES OF A SECURITY SHIFT. SUPERVISES, INSPECTS AND ENSURES PROPER PERIMETER AND INTERNAL SECURITY AND CONTROL MEASURES ARE IN EFFECT AND ENFORCED. PREPARES, SUBMITS, AND MONITORS REPORTS REQUIRED BY THE CHAIN OF COMMAND AND POLICY. DIRECTS AND REDIRECTS SECURITY RESOURCES FOR OPTIMUM SECURITY AND SAFETY. ENSURES THAT INSTITUTIONAL BUILDINGS AND STATE PROPERTY ARE PROPERLY SECURED. TRAINS, DEVELOPS, INSTRUCTS, EVALUATES AND COUNSELS SUBORDINATES TO ENSURE DUTY PERFORMANCE IS IN ACCORDANCE WITH STATE LAWS AND AGENCY POLICIES. ENSURES THE PROPER CONTROL, ISSUE, AND USE OF WEAPONS, KEYS, SECURITY DEVICES AND AGENCY EQUIPMENT. INSPECTS ALL POSTS WHERE SHIFT EMPLOYEES ARE DEPLOYED. INTERVIEWS AND COUNSELS INMATES AS NECESSARY TO ENSURE MAXIMUM SAFETY AND SECURITY. SERVES IN DUTY WARDEN ROTATION.

COMMENTS:

 ${\tt SHIFT/WORK}$ SCHEDULE SUBJECT TO CHANGE.